

**Water/Wastewater Commissioners’  
Meeting Minutes  
March 10, 2009**

Present: Walter Murray, Chairman  
Robert Courage, Vice-Chairman  
Merv Newton, Member  
Larry Anderson

**Call to Order:**

Chairman Murray called the meeting to order at 6:00 p.m.

**Press and Public Comments:**

There were no members of the press present, nor public comments received this evening.

**Decisions:**

Approval of Final Minutes – Chairman Murray made the motion to approve the minutes of the meetings held on February 10, 2009 and February 24, 2009 as presented. Commissioner Newton seconded the motion. All voted in favor.

Water Users Fee/Tax Collector’s Warrant – The Commissioners signed this document as presented, amounting in all to the sum of \$98,906.38 for the February 2009 Bill Commitment 090227 and \$861.38 for the February 2009 Final Bills issued.

Sewer Users Fee/Tax Collector’s Warrant – The Commissioners signed this document as presented, amounting in all to the sum of \$120,128.98 for the February 2009 Bill Commitment 090227, and \$345.45 for the February 2009 Final Bills issued.

Septage Hauler Discharge Permit –Following a brief explanation by Superintendent Anderson that this permit now requires a \$50.00 fee be paid by septage haulers and that it will be on the same two-year renewal schedule as the NHDES permits processed with the septage haulers, Chairman Murray made the motion to accept this document as presented. Vice-Chairman Courage seconded the motion. All voted in favor.

Abatement Request – 50-52 David Drive – Following a review of the letter submitted by the resident and the water bill dated February 24, 2009. Commissioner Newton made the motion to deny this water abatement request since the water in question entered the municipal sewer system. Chairman Murray seconded the motion. All voted in favor.

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Abatement Request – 4 Orange Street – Vice-Chairman Courage made the motion to table this request for a refund in the amount of \$632.00 pending receipt of additional written information requested of the resident in connection with the service invoice #31295 dated January 29, 2009 as well as a review of the account history. Chairman Murray seconded the motion. All voted in favor.

Abatement Request – 419 Elm Street – Chairman Murray made the motion to approve this abatement request submitted on behalf of the resident for the expense of two backflow device tests, one of which was not town-owned and should not have been billed. Vice-Chairman Courage seconded the motion. All voted in favor.

Abatement Request – 157 Westchester Drive – Chairman Murray made the motion to approve this request for a refund of \$50.00 water turn-on fee submitted on behalf of the residents as the bill was not paid due to travel necessary due to a death in the family. Commissioner Newton seconded the motion. All voted in favor.

### **Discussions:**

March 8, 2009 Fuel Leak – Superintendent Anderson explained the fuel leak situation that had occurred at the Snack Corner/Mobil Station on Elm Street. He said there were no concerns of the leak having any affect upon the Curtis Wells.

Pennichuck – Proposed Water Main Extension – Vice-Chairman Courage explained he had been approached by Mr. Densberger of Pennichuck to initiate discussion with the commissioners as to whether the Town may be interested in sharing half of the expenses for a water main extension. As no funding exists for such a project, and is not a priority project in the Water Department Capital Improvement Plan, Superintendent Anderson will convey to Mr. Densberger that unfortunately the Water Department is not in a position to assist financially at this time.

Holland Tank Funding Apportioning – At a date yet to be determined, the commissioners would like to meet with the Board of Selectmen to discuss future infrastructure improvements and major capital expenses such as for the Holland Tank, septage receiving improvements, and administrative charges to the water and sewer departments.

Superintendent Goals – The goals established for Superintendent Anderson by the commissioners include:

- Submit bi-weekly reports of activities for review by commission members.
- Review and update job descriptions, collect data from other utilities similar in size to Milford. Send out a survey request listing the data you wish to obtain.
- Devise a usable guide that can be forwarded to water users on conservation.
- Conduct in-house hydrant fire flow tests at random locations in the distribution system. One such location is the west side of Union Square.
- Expand the Industrial Pretreatment Program to include minor users.
- Devise a fair water entrance fee charge for fire sprinkler line service connections, also a quarterly billing charge for standby service.
- Add Water & Sewer capital projects to the town CIP
- Complete GIS mapping of water utilities.
- Follow through on the Milford/Wilton Interconnection Agreement.
- Water rate increase to be considered to 2010, process to be put in place for the rate hearing in late summer of this year.
- Identify any Wastewater improvement(s) needing to be addressed in 2010

Delinquent Account(s) due to Abandoned Property – Superintendent Anderson presented the question forwarded by the billing clerk regarding whether or not the unpaid debt associated with a property should remain with the property or with the person associated with the unpaid balance, as would occur in a case of a foreclosed property. The commissioners agreed the unpaid balance should remain with the property. Mr. Anderson indicated a lien will be placed against a property in Milford (with sewer service only) due to a high, unpaid balance.

**Information Items, On Hold, Awaiting Information:**

Curtis Well Improvement Project – Awaiting Town Vote/Bid Review.

Town Hall Allocation – Commissioner Newton is awaiting information.

Milford/Wilton Water System Interconnection Project – Awaiting information from the Wilton Water Commissioners.

Jacques School Proposed Addition/Water Main Relocation – Awaiting information from the school.

**Information Items Requiring No Decisions:**

Revenue/Appropriation Reports – Mr. Anderson answered the commissioners' questions regarding the routine reports presented, including cash balances at the end of 2008. Mr. Anderson will place another order for the water meter replacement program.

**Future Appointments/Meetings:**

The next meeting of the Water and Wastewater Commissioners will be held at 6:00 p.m. on Tuesday, March 31<sup>st</sup> at 564 Nashua Street, in the Water Utilities Conference Room.

**Adjournment:**

A motion to adjourn was made by Chairman Murray at 7:50 p.m. Commissioner Newton seconded the motion. All voted in favor.

Respectfully submitted,

Evelyn B. Gendron

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Walter Murray – Chairman

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Date

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Robert Courage – Vice-Chairman

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Date

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Merv Newton – Commissioner

\_\_\_\_\_  
Date

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